

FILE

Security 4

AD/DCI/NIPE
7-E-22 Headquarters

As you see from the attached, my only suggestions would be classified as "nitpicks". I thought it easier to give you a picture rather than to retype so that you would not have to search for the suggested changes.

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Deputy Director for Support
7-D-26 Headquarters

ext.



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DD/S:JWC:llc (6 April 1971)

Distribution:

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Att: Attachment to DD/S 71-1180 Draft Memorandum for The President dated
2 April 1971 from DCI

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM			
UNCLASSIFIED		CONFIDENTIAL	
OFFICIAL ROUTING SLIP			
TO	NAME AND ADDRESS	DATE	INITIALS
1	DD/S (Mr. Coffey)		
2			
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	ACTION	DIRECT REPLY	PREPARE REPLY
	APPROVAL	DISPATCH	RECOMMENDATION
	COMMENT	FILE	RETURN
	CONCURRENCE	INFORMATION	SIGNATURE
Remarks:			
FOLD HERE TO RETURN TO SENDER			
FROM: NAME, ADDRESS AND PHONE NO.			DATE

DD/S	71-1180
Executive Registry	
71-12110	

2 April 1971

MEMORANDUM FOR: D/DCI/NIPE, Mr. Tweedy
DDS, Mr. Coffey ✓
General Counsel, Mr. Houston
Inspector General, Mr. Stewart
D/Security, Mr. Osborn
Executive Secretary/USIB, Mr.

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SUBJECT: Report to the President on Disclosures
of Classified Information

1. The guidance covering the disclosures of classified information which all the addressees of this memorandum have contributed to were discussed in executive session of USIB yesterday, April 1st. Admiral Gayler wants to submit some additional language. Otherwise the members and observers of USIB all concurred.

2. The "Principals of the USIB Principals," i.e., the addressees of the President's December memorandum (including a couple of non-intelligence community agencies) have all concurred.

3. The Director is anxious that we push this along as fast as possible. Accordingly, although we have not yet got the NSA suggestions I think we could advance the ball by agreeing on a draft memorandum for the President, which hopefully would not be affected by anything NSA has to say.

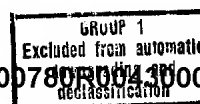
4. I would very much appreciate your letting me have any comments you have on this first effort just as soon as you can.

Thomas A. Parrott
AD/DCI/NIPE

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Attach.

Draft reply to the President



D R A F T (2 April 1971)

MEMORANDUM FOR: The President

In response to your memorandum of December 21, 1970, I wish to report what I have done with respect to providing guidance in the field of protection of intelligence sources and methods.

I have issued through the United States Intelligence Board detailed guidance governing disclosures of classified intelligence. A copy of these guidelines is attached. They have been concurred in by each of the addressees of your December 21st memorandum, *each of whom* of the addressees has instituted a thorough review of existing regulations and procedures within his department or agency governing the protection of classified information.

The attached guidance for the intelligence community asks that the chiefs of all components of the community do the following:

- Review existing departmental and agency regulations, including briefing and indoctrination procedures.
- Provide for periodic reindoctrination and continuing education in security practices and procedures.

- Review procedures for authorizing and controlling disclosures and releases. (This section specifies that the responsibility of the intelligence chief for assessing risks to intelligence sources and methods should be delineated and that a review should be provided for when danger to such sources and methods may exist. It goes on to provide for sanitization in appropriate cases and for procedures to report inadvertent or deliberate disclosures, including ~~provisions~~ for assessment of damage and ~~for taking~~ remedial action.)
- Take firm disciplinary action where appropriate, and refer to the Department of Justice in a case where violation^s of criminal statutes may be involved.

I believe that these actions are responsive to your charge to me. My guidelines are, of course, restricted to my area of responsibility, i.e., the protection of intelligence sources and methods. A broader field of reviewing the handling of classified information in general is being looked at by a committee responsive to NSSM 113. The Central Intelligence Agency is represented on this committee.

Richard Helms

Attachment:

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Approved For Release 2006/04/21 : CIA-RDP84-00780R004300060046-1

Approved For Release 2006/04/21 : CIA-RDP84-00780R004300060046-1

UNITED STATES INTELLIGENCE BOARD

OFFICE OF THE CHAIRMAN

8 March 1971

MEMORANDUM FOR USIB PRINCIPALS

SUBJECT : Guidelines Governing Disclosures of Classified Intelligence

1. The President has issued a memorandum dated December 21, 1970 entitled "Disclosures of Classified Information and Coordination and Clearance of Official Statements". A copy of this is attached for your information and guidance, as well as a copy of a memorandum I am sending to the other addressees of the President's communication.

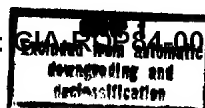
2. The President, noting the statutory responsibilities of the Director of Central Intelligence for the protection of intelligence sources and methods, charged me with providing guidance in this field, especially through the machinery of the intelligence community. In this connection, I would appreciate your giving personal attention to the attached draft guidelines for the intelligence community. I plan to discuss these in executive session at an early meeting of the USIB.

Richard Helms

Richard Helms
Chairman

Attachments
Presidential Memo
DCI Memo
"Guidance"

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THE WHITE HOUSE
WASHINGTON

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December 21, 1970

MEMORANDUM FOR: The Secretary of State
The Secretary of Defense
The Attorney General
The Director, U.S. Arms Control and
Disarmament Agency
The Chairman, Joint Chiefs of Staff
The Director of Central Intelligence
The Administrator, National Aeronautics
and Space Administration

SUBJECT: Disclosures of Classified Information
and Coordination and Clearance of
Official Statements

I am becoming increasingly concerned about the disclosure in public media of classified information bearing upon important aspects of national security, particularly that which tends to jeopardize intelligence sources and methods. Such disclosures present a serious threat to our national interests and I am determined that the practice of releasing such information without proper authorization will be brought to an end.

Executive Order 10501, of December 15, 1953, as amended, established regulations and procedures for safeguarding classified information, while especially sensitive data are protected by special systems of clearances.

I direct that immediate steps be taken within the jurisdiction of each addressee to ensure that existing regulations and procedures

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designed to safeguard classified information be reviewed and strengthened where necessary. These regulations and procedures should assure that only those individuals with a demonstrated "need-to-know" receive classified information and that all recipients are constantly aware of the necessity to protect it from public disclosure. They should provide for an adequate security review of all statements and documents made public on subjects with important security connotations. Further, I wish responsible officials to take firm disciplinary action against individuals under their jurisdiction found responsible for careless or deliberate mishandling of classified information.

The Director of Central Intelligence has the statutory responsibility for the protection of intelligence sources and methods. Accordingly, I shall look to him to provide guidance in this field, especially through the machinery of the intelligence community. I shall expect him to keep me informed of developments and I wish department and agency heads to cooperate fully with him.

I also reaffirm the following instructions which I issued on September 1, 1970 concerning coordination and clearance of public statements and press releases and the necessity for White House clearance of all official communications having policy implications:

- "Public statements and press releases: Prior to release, all public communications on matters of known or potential Presidential interest must be carefully cleared by the White House (Assistant to the President for National Security) for consistency with Presidential policy and for coordination with the departments and agencies who share overlapping interests and responsibilities. Should there be any uncertainty as to Presidential or interdepartmental interest, it will be resolved in favor of clearance."
- "Official communications: All official communications with policy implications must be cleared by the White House. When in doubt, the rule is that messages will be so cleared. This procedure requires close and confidential staff relationships at all levels between the White House and your department as well as among departments."

Signed
RICHARD NIXON

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THE DIRECTOR OF CENTRAL INTELLIGENCE

WASHINGTON, D. C. 20505

8 March 1971

MEMORANDUM FOR: The Secretary of State
The Secretary of Defense
The Attorney General
The Director, U.S. Arms Control
and Disarmament Agency
The Chairman, Joint Chiefs of Staff
The Administrator, National Aeronautics
and Space Administration

SUBJECT: Disclosures of Classified Information
and Coordination and Clearance of
Official Statements

1. In the President's memorandum of December 21, 1970, subject as above, he directs that existing regulations and procedures designed to safeguard classified information be reviewed and strengthened where necessary, and he calls for an adequate security review of all public disclosures with important security connotations. I would hope that these actions have been initiated and that any deficiencies which come to light will be corrected.

2. The President, noting the statutory responsibilities of the Director of Central Intelligence for the protection of intelligence sources and methods, charged me with providing guidance in this field, especially through the machinery of the intelligence community. I am submitting to members and observers of the United States Intelligence Board proposed guidance to assist the intelligence community in carrying out the intent of the President's directive. This guidance, a copy of which is attached, states, in paragraph 4a, that the responsibility of the intelligence chiefs of affected departments and agencies for assessing risks to intelligence sources and methods involved in deliberate disclosures should be delineated, and suggests ways in which this can be accomplished.

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3. May I urge that you use your principal intelligence or security officers to work out appropriate procedures to enable them to assist in an advisory capacity in connection with releases which you or your principal officers may contemplate making and which might have security implications? It is my hope that the proposed guidelines may be made applicable to all affected departments and agencies even though some of them may not be represented on the United States Intelligence Board.

4. It would be most helpful if you could let me have your reaction to these proposals and any additional comments you wish to make, so that I will be able to report to the President in the near future what we are doing to carry out his instructions.



Richard Helms

Attachment:

Guidance Governing Disclosures
of Classified Intelligence

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Attachment
USIB-D-9.2/38
8 March 1971

Guidance Governing Disclosures of Classified Intelligence

As pointed out in the President's directive of December 21, 1970, subject "Disclosures of Classified Information and Coordination and Clearance of Official Statements," machinery now exists to protect all classified information. It is recognized that unauthorized disclosures of classified intelligence may involve thoughtlessness in the application of regulations and procedures already in effect. Further, with respect to sources and methods, widespread discussion of this subject, some of it unavoidable but much of it gratuitous, seems to have conveyed an impression in some parts of the Government that there is little, if anything, that is not known to the public. The protection of intelligence sources and methods continues to be of vital importance to our intelligence effort. The true origin of many categories of intelligence information to be used in public release or debate must be disguised and the use of all such information must be duly authorized. The responsibility for authorizing release and for devising proper disguise rests with the originating agency.

The President's directive of December 21, 1970, refers to the statutory responsibility of the Director of Central Intelligence for the protection of intelligence sources and methods. The National Security Act of 1947 specifically states:

"...And provided further, that the Director of Central Intelligence shall be responsible for protecting intelligence sources and methods from unauthorized disclosure;"

It is not to be expected that all consumers of intelligence, policy makers and others would recognize or be fully alert to potential danger to intelligence sources and methods resulting from release of intelligence. Consequently, it is believed that the intelligence community should take the leading role within their departments and agencies.

Chiefs of all components of the intelligence community should review the existing regulations and impress on all concerned the necessity to abide by them. The following specific actions should be taken:

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1. Review existing departmental and agency regulations governing the control of classified information to make sure that in every instance they meet the criteria required by the steadily increasing volume and significance of classified intelligence, particularly including sensitive compartmented intelligence. Particular emphasis should be placed on assuring that the need-to-know principle is strictly enforced.

2. Make sure that briefing and indoctrination procedures are reviewed with the objectives of paragraph 1 above in view. These procedures should be so designed as to assure that newly indoctrinated members of the intelligence community and other newly indoctrinated officials of the Government fully understand the differences which exist among various kinds of intelligence, with respect to danger to the source or method which would result from disclosure. It should also be the purpose of these procedures to explain the way in which cleared individuals can readily ascertain the clearance status of others before discussing classified information with them, and to make sure that they do so.

3. Provide for periodic reindoctrination and continuing education in security practices and procedures, to include a program for prompt debriefing of individuals who no longer have a need-to-know.

4. Review procedures for authorizing and controlling disclosures and releases.

a. The responsibility of the intelligence chief for assessing the risk to intelligence sources and methods involved in deliberate disclosures should be delineated. There should be a review and assessment by intelligence authorities whenever any classified intelligence is proposed for declassification or for use in briefings, testimony, symposiums, seminars, speeches, writings for publication, presentations, courses of instruction, press releases, formal and informal interviews with press representatives, or other activities in the course of which there is a danger that intelligence sources and methods might be revealed.

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Each assessment should include methods by which such intelligence can be effectively and plausibly sanitized by or with the approval of the originating agency so as to protect the source. Sensitive intelligence to be disclosed should be clearly identified as such and the official disclosing it should be so cautioned when appropriate. This can be particularly important in dealing with public information officials who cannot be expected to be fully familiar with the origins of sensitive information. Records should be maintained regarding any classified intelligence declassified or authorized for disclosure.

b. The facts surrounding inadvertent disclosure of classified intelligence to any person or persons not authorized for access to such intelligence should be reported to the appropriate intelligence chief, who will inform the originating agency in any potentially harmful case.

c. Any person having knowledge of any disclosure of classified intelligence made contrary to the regulations and controls of the department or agency concerned should promptly report it to the appropriate intelligence chief for action. Such action may include (1) such steps as are feasible to repair or limit the extent of the damage; (2) a request for investigation by appropriate authorities; (3) an assessment of the possible harm to intelligence sources and methods and notification to all intelligence authorities concerned; and (4) prompt notification to all official recipients that an unauthorized disclosure has occurred, together with advice of remedial action to be taken and guidance for responses to inquiries from public media representatives that may result from the compromise.

5. Take fully into account, in proposing the release of any intelligence derived from a joint project in the intelligence community, the interests of any other members of the intelligence community which might be concerned. If a department or agency authorizes the disclosure of sensitive

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intelligence from such a source, that agency is responsible for informing other USIB members of the action. Special attention should be given to defining the precise limits of the disclosure and to cautioning against inadvertent elaboration or extension beyond those limits.

6. Take disciplinary action where appropriate, in a just, clear, and definite manner which will demonstrate the extreme seriousness with which unauthorized disclosures are viewed. Where a violation of criminal statutes may be involved, any such case should be referred promptly to the Department of Justice.

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